

Electronic Document Submission Instructions

Second Appellate District

Name your document using the naming convention below. Please no spaces:

Case Number_Abbreviation of Document Title_Filing Party

For example: B123456_AOB_Doe

B123456_RB_StateFarmIns

Abbreviations that are to be used for naming your documents:

Appellant's Opening Brief	AOB
Respondent's Brief	RB
Appellant's Reply Brief	ARB
Amicus Curiae Brief	ACB
Petition for Rehearing	RP
Answer Thereto on Petition for Rehearing	ARP
Answer to an Amicus Curiae Brief	RAC
Letter Brief	LB
Petition for Writ of Mandate, Prohibition or Certiorari	PTW
Petition for Writ of Habeas Corpus	PWH
Petition for Writ of Supersedeas	PS
Petition for Writ of Review (WCAB, PUC, ALRB, PERB)	PWR
Exhibits (if bound separately)	EFS
Opposition, Answer or Return	OPO
Reply or Traverse	REP

Documents must be:

- A single, text-searchable PDF file. Please note that scanned images are NOT text-searchable.
- No more than 5 MB in size
- An exact duplicate of the paper copy.

See also Cal. Rules of Court, rules 8.70 to 8.79